

November 17, 2014

Committee members in attendance

Jen Aiosa
Kimberly Brandt
Bif Browning
Debbie Cameron
Terry Cummings
Brian Hammock
Diane Ingram
Matt Kimball
Ashley Pennington
Joan Plisko
Alan Pressman
Daryl Sabourin
Eric Schwab
Noah Smock
Bonnie Sorak

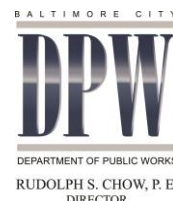
Ex-officio members / others in attendance

Rudolph S. Chow, Director, DPW
Alan Robinson, Chief, Office of Strategy and Performance Management, DPW
Amanda Bates, Office of Strategy and Performance Management, DPW
Kimberly Grove, Chief, Office of Compliance and Laboratories, DPW
Mark Cameron, Office of Compliance and Laboratories, DPW
Dana Cooper, General Counsel, DPW
Kristyn Oldendorf, Office of Legislative Affairs, DPW
Beth Strommen, Department of Planning
Denise Caldwell, Department of Recreation and Parks
Michael Wilmore, Department of Transportation
Blaine Lipski, Baltimore City Public School System
Stephen Roache, Baltimore City Public School System
Joanna Pi-Sunyer, Baltimore City Public School System

Meeting Minutes

The meeting began at 6:05pm with a welcome by Director Chow. The meeting the inaugural kick-off of the Stormwater Advisory Committee and provided an opportunity for the members to meet the Director, his staff, and each other, as well as to go over the purpose, structure, and function of the SWAC. Mr. Chow expressed appreciation for everyone's time and involvement, and said that the SWAC was an opportunity to get others involved and expand who is engaged beyond the usual groups. Transparent involvement is the goal; the Director values everyone's input and wants committee members to feel free to express their thoughts and opinions; he is not looking for everyone to agree.

The SWAC is also an opportunity to improve communication with stakeholders. Committee members need to carry the message back to their constituent groups and bring back ideas and issues to the committee.



November 17, 2014

The Director explained that the committee meetings will be facilitated by Alan Robinson, Chief of the Office of Strategy and Performance Management in DPW. Mr. Robinson noted that while the responsibility of the SWAC is broad, it can be tackled in small bites. Any idea is a good idea. He also reminded the committee that this is an open meeting, and while others might be attending, SWAC members are the "voting" members.

Alan turned the meeting over to Mark Cameron, Watershed Liaison for DPW. Mark will be the point person for the committee; he will send out information, compile and post minutes, and answer questions between meetings. He explained that, in addition to committee members, there will be ex-officio members from other city agencies as well as DPW; these individuals will be attending the meetings to provide support, answer questions as needed, as well as take information back to their respective agencies.

Agency representatives introduced themselves, followed by introductions by the committee members.

After introductions, Alan went over some ground rules, the SWAC charter (noting that members are subject to the City's ethics provisions), and the election of a Chair and Vice Chair. He reminded committee members that the meetings open to public and that friendly discussion was important. Additionally, members should approach the meetings as both a learning and a sharing opportunity, and that when asking questions they should give some background so that everyone will understand the context.

Next was the election of a Chair and Vice Chair. These positions will act as contact outside of meetings if representation from the SWAC is needed. Also, when there is a need for the committee to provide recommendations to Director, the Chair will guide that process. The Vice Chair will fill in for Chair and assist the Chair as needed. These are one year terms.

Nominations were requested and a secret ballot was held; the highest number of votes would be Chair, the second highest Vice Chair. Terry Cummings was elected Chair; Eric Schwaab Vice Chair.

Alan said that an annual report would be developed for the SWAC. A question was asked whether the Committee would set goals for the year; this will be discussed at the next meeting. Other questions were:

- *Can DPW not use styrofoam plates and cups at future meetings?* Yes.¹
- *Can the Committee members meet in between meetings if needed?* The SWAC Charter allows for sub-committees, it is expected that these will be formed in subsequent meetings. Binders were shared with the committee members that included contact information; they were free to contact and meet with each other outside of the quarterly meetings.

The meeting was then turned over to Kimberly Grove, Chief of DPW's Office of Compliance and Laboratories. Ms. Grove referred the committee members to the binder, which includes background information on stormwater, including the business plan, rules and regulations of the stormwater utility fee, and a Glossary of stormwater terms. She then provided an overview of the City's MS4 Permit and Watershed Implementation Plan (WIP). The MS4 Permit requires that the City restore 20% of impervious area and work on meeting the goals of its Watershed TMDLs. Rather than preparing multiple individual plans, DPW is preparing a comprehensive MS4 and TMDL WIP. The WIP identifies projects, programs, and partnerships that will enable the City to meet its restoration goals, as well as maintenance, funding, public outreach, and adaptive management.

The WIP will be available for a 30-day public review by the end of the week of November 17; SWAC members will be sent a copy to review, share with their constituent groups, and then submit comments (since the next SWAC meeting is in 2015, comments on the WIP can be provided individually). The WIP and other MS4 material are due to the Maryland Department of the Environment by December 27, 2014.

¹ Note: Text in *italics* is the question asked by a Committee member.



November 17, 2014

Committee members had several questions:

- *In the prioritization of projects, did DPW consider geography?* We looked at where stream restoration projects are located, 311 data on trash and flooding, and the locations of other initiatives (like Growing Green); these are the three main factors.
- *What if over the 5 year period for plan other locations or new technologies emerge?* The WIP provides for adaptive management to account for contingencies and innovation; if something comes up, we'll estimate benefit for city, monetary constraints, how data is tracked, and other factors. Public education about stormwater is an example; it is important but how do you quantify?
- *What if an organization can find money to do a project not listed in the WIP?* This would be great and is encouraged; if we can find dollars to stretch partnerships then we'll look at it.
- *How will the progress of the WIP be tracked?* DPW is required to submit annual reports to MDE; annual reports that have been submitted since 2009 are on www.cleanwaterbaltimore.org.
- *What does the WIP include regarding metrics?* Metrics are included for impervious acres restored and pollution load reductions for nitrogen, phosphorus, and sediments.
- *The 30-day comment period ends before the next SWAC meeting; how does the Committee provide comments?* DPW is not expecting the Committee to provide comments as a whole, but each member and/or their constituent groups can provide comments (these can be sent to either Mark Cameron or Kim Grove).
- *Can an organization can draft letter of position and send around to the group?* Yes.
- *Is the WIP an enforceable part of permit? Could MDE take action on it?* Yes.
- *The metrics stated earlier are set by MDE, but is there an end goal/metric for downstream?* While we would like to see immediate results, this will take several years. DPW will be employing various monitoring measures to look at qualitative results, not just the number of implemented projects.
- *Is there adequate funding to implement everything in WIP?* When we created fee, we knew basics of what we'd have to do. The WIP relies on stormwater fee revenue and transportation bond funding.
- *What is the projected dollar amount in stormwater fee revenue?* \$24-26 million a year; it's in the business plan.
- *What is the plan for getting the word out for input on the WIP?* Will there be a public meeting? Announcements will be shared via our stakeholder list, on social media, through partner organizations, and other media outlets – as well as shared with the SWAC members to distribute. No other meetings are planned, but could be if needed. DPW will share its outreach strategy with Committee members for comment.
- *Will there be a public campaign for litter reduction?* That is a big question and issue; the Commission on Sustainability is looking at this, as well as the Healthy Harbor Trash Work Group. Additionally, public outreach and engagement will be in the WIP.
- *There are many neighborhoods with Hispanic residents; are there plans for bilingual outreach?* Not for the public comment period of the WIP, but engaging a more diverse population and using more bilingual materials will be part of the outreach moving forward, and look forward to working with Committee members on this.



November 17, 2014

- *Are other cities creating Stormwater Advisory Committees?* Not to this extent; these tend to be focus groups or around stormwater fees.
- *Is the Health Department involved?* We will have someone for next meeting.
- *What if I can't make a meeting?* Can I send a representative? We prefer to have each selected committee member attend for continuity. However, if you will not be able to attend and would like to send a representative please contact us prior to discuss.
- *When will meeting notices be sent?* The goal to notify two months out for meeting dates and locations.
The Committee discussed days that worked best for a meeting. It was agreed that Mondays worked well for everyone (except the last Monday of the month). Mark Cameron will send a follow-up to the members regarding a meeting schedule.
- *Can there be time devoted in the meeting for open questions and discussion?* The Committee was asked what issues or questions they wanted to discuss at the next meeting. It was suggested that it would be good to discuss if the new Governor will repeal stormwater legislation and what would happen if that were to occur.
- *Is training on conflict of interest needed?* Dana Cooper (General Counsel) can answer questions if committee members have questions. However, since SWAC members are appointed they will need to go through ethics training in first six months. DPW will try to arrange when it's convenient for all members.

Alan Robinson closed the meeting at 7:35pm by again thanking the Committee members for their interest and asked them to be looking out for any follow-up e-mails.

